

*The teacher  
knows the discipline...*

*Library Media Specialist*  
(Kindergarten - Grade 12)

## Introduction

The following competencies are intended to clarify Standard 1.1, "... knows the discipline," in the N-STEP process. The competencies are firmly rooted in the profession's best knowledge and practices. They are drawn from the American Library Association (ALA)/American Association of School Librarians (AASL) and the Association for Educational Communications and Technology (AECT) guidelines. The competencies are broadly stated with the intent that teacher preparation institutions will determine the breadth and depth of material for meeting the competencies. The statements represent the minimum expected of beginning teachers in order to be licensed to teach.

The beginning library media specialist will demonstrate a knowledge of and/or competency in the following areas of study:

<b>1. Professionalism</b>	<ol style="list-style-type: none"> <li>1. The function of the library media center (LMC) as an integral component of the educational environment in an information-dependent society; (ALA 2.2, 3.5, 8.1, 8.4; CR 3, 10)</li> <li>2. The interrelationships among all types of libraries and information agencies; (ALA 2.1, 2.8; CR 3)</li> <li>3. Planning, management, consultation, reference, production and instruction; (ALA 2.9, 3.4, 4.3, 5.1, 6.1, ALA 6.3, 8.3; CR 3, 7, 9, 10)</li> <li>4. Emerging technologies including information and communication delivery systems; and (ALA 8.12; CR 9)</li> <li>5. Commitment to intellectual freedom. (ALA 2.6; CR 3, 9, 10)</li> </ol>
<b>2. Communications and Group Dynamics</b>	<ol style="list-style-type: none"> <li>1. Communicating the mission of the library media program and its vital contribution to the school and community; (ALA 2.2, 3.1, 3.3-5, ALA 8.4; CR 3)</li> <li>2. Preparing written and oral reports and requests specific to LMC needs; and (ALA 2.9, 3.5; CR 3)</li> <li>3. Reference interview techniques in assessing LMC user needs. (ALA 3.2; CR 6)</li> </ol>
<b>3. Collection Management and Utilization</b>	<ol style="list-style-type: none"> <li>1. Selecting and evaluating materials to provide a variety of formats; (ALA 4.1-6; CR 4)</li> <li>2. Selecting and evaluating materials that reflect a balance of intellectual, ethnic and social diversity; (ALA 4.6, 10.1; CR 4)</li> <li>3. Developing a plan for collection improvement; (ALA 4.1, 4.3; CR 4)</li> </ol>

The Library Media Specialist competencies have been developed to correlate with the following documents:

- American Library Association (ALA)/American Association of School Librarians (AASL) guidelines as reprinted in the National Council for the Accreditation of Teacher Education Approved Curriculum Guidelines abbreviated as: ALA 8.4 = Competency 8.4 under the School Library Media Specialist heading *Administration*.
- Missouri's minimum requirements for Library Media Specialist certification, effective September 1, 1997 abbreviated as:  
CR 1 = Certification Requirement 1



The beginning library media specialist will demonstrate a knowledge of and/or competency in the following areas of study:

<b>Collection Management and Utilization</b> <i>(continued)</i>	<ol style="list-style-type: none"> <li>4. The nature of information and its format neutrality; (ALA 4.2-4; CR 4)</li> <li>5. The history, development and content of children's and/or young adult literature; (ALA 4.2, 4.6, 5.3; CR 8)</li> <li>6. Providing opportunities for students to develop positive attitudes toward literature and language that lead to a lifetime of reading; and (ALA 3.1, 9.5, 9.6; CR 8)</li> <li>7. The principles of information classification, organization, management, and dissemination. (ALA 7.0-6; CR 5)</li> </ol>
<b>4. Production</b>	<ol style="list-style-type: none"> <li>1. Working with students and faculty in the design, production, application, and evaluation of materials; (ALA 6.0; CR 7)</li> <li>2. Applying evaluation criteria to remote resources and commercially-produced programs and materials; (ALA 4.4, 6.1; CR 4, 7)</li> <li>3. The basic principles of tutorial systems and production with individual authoring systems; and (ALA 5.3, 6.2; CR 9)</li> <li>4. The basic principles of collaborative production. (ALA 5.1, 6.0; CR 7)</li> </ol>
<b>5. Management</b>	<ol style="list-style-type: none"> <li>1. Legal and ethical issues related to information development, use, and dissemination; (ALA 2.7, 2.9; CR 3)</li> <li>2. Collaborating with teachers and administrators to integrate library media materials and services into the educational environment; (ALA 2.8, 4.4, 5.1, 5.2, 8.1, 8.9; CR 10)</li> <li>3. Developing mission statements, policies, goals, and administrative guidelines; (ALA 8.0, 8.4, 10.1; CR 3)</li> <li>4. Regulations and guidelines of appropriate accrediting agencies and professional organizations; (ALA 2.5, 2.9; CR 3)</li> </ol>

The beginning library media specialist will demonstrate a knowledge of and/or competency in the following areas of study:

<b>Management</b> <i>(continued)</i>	<ol style="list-style-type: none"> <li>5. Assessing services, facilities, programs and personnel to identify user needs; (ALA 7.5, 10.0; CR 3)</li> <li>6. Budget design, justification, implementation, and assessment; and (ALA 8.4-6; CR 3)</li> <li>7. The use of technologies as management and access tools. (ALA 5.3, 7.2, 7.4, 8.12, 9.10; CR 3, 9)</li> </ol>
<b>6. Instructional Leadership</b>	<ol style="list-style-type: none"> <li>1. Integrating information, retrieval and use into subject areas; (ALA 9.0-2, 9.7; CR 7, 9, 10)</li> <li>2. Designing and implementing services that enable users to retrieve, evaluate, and use information effectively; (ALA 4.5, 9.8, 9.9, 10.3; CR 7, 9, 10)</li> <li>3. Using information and media appropriately; and (ALA 2.7, 5.0, 10.0; CR 10)</li> <li>4. Providing inservice activities. (ALA 9.0, 9.3, 9.5, 9.11, 9.12; CR 7, 10)</li> </ol>
<b>7. Access</b>	<ol style="list-style-type: none"> <li>1. Providing equity of access to information and ideas; and (ALA 10.8; CR 9, 10)</li> <li>2. Scheduling flexibility that permits the user access to information, facilities, and services. (ALA 7.4, 7.5, 10.1, 10.3; CR 3, 10)</li> </ol>